



Georgia Technology Authority



Sonny Perdue, Governor

Tom Wade, Acting Executive Director
Georgia Technology Authority

MEMORANDUM

TO: State Agency Heads

CC: IT Directors
Fiscal Officers
Procurement Officers

FROM: Tom Wade
GTA Acting Executive Director

DATE: February 3, 2003

RE: Technology Review Policy, Release No. 3

The Georgia Technology Authority (GTA) has revised the policy on reviews of agency requests for technology by delegating the authority to approve certain technology initiatives to each agency's IT coordinator. As a result, technology initiatives that cost less than \$50,000 and comply with enterprise policies, standards and requirements are no longer subject to GTA review and approval.

Each agency's IT coordinator is expected to maintain appropriate records and serve as GTA's single point of contact regarding technology initiatives approved under this revised policy. GTA may audit these records to ensure an agency's delegated authority is at an appropriate level.

The decision to delegate approval authority for IT initiatives costing less than \$50,000 resulted from experience with the review process and information gathered through strategic plans and budget requests. The revised policy will benefit us all by enabling us to focus our limited resources on initiatives with the greatest impact on agency operations.

GTA will continue to review technology initiatives costing \$50,000 or more prior to project commencement unless specifically exempted. GTA review and approval is required regardless of whether funds have been made available, the funding source or who is expected to perform the work. Our reviews help ensure proposed expenditures meet agency needs while identifying opportunities for interoperability and data sharing among agencies. We also seek to leverage the purchasing power of state government to obtain the best value at the lowest cost.

For details about technology initiatives subject to review or exemption, please see the enclosed copy of GTA Technology Review Policy, Release No. 3. Enterprise policies, standards and requirements are available on GTA's Web site at <http://gta.georgia.gov>.

Procedures for GTA's review of agency requests for technology will remain unchanged. GTA will continue to complete technology reviews within 25 calendar days whenever feasible. Your agency's GTA account manager will continue to acknowledge receipt of your agency's requests for technology, facilitate their timely review and advise your agency if the review may extend beyond 25 calendar days.

Please remember that all technology acquisitions—including those exempt from GTA review or costing less than \$50,000—are subject to the Technology *Procurement* Policy, Release No. 3, which addresses the bidding and purchase process. Enclosed is a copy for your information.

Please contact your GTA account manager if you have questions or comments about the revised review policy.

Enclosures